



# Foreign Affairs Manual

## 5 FAM – INFORMATION MANAGEMENT

**Change Transmittal:** IM-117

**Date:** June 16, 2011

### 5 FAM 480 Classifying And Declassifying National Security Information—Executive Order 13526

#### CHANGES

1. 12 FAM 510 and 12 FAM 520 are hereby revised and issued as the new subchapter 5 FAM 480 (Classifying and Declassifying National Security Information—Executive Order 13526). The Information Security Oversight Office (ISOO) has approved all information in the new and updated 5 FAM 480 and this issuance is a priority order from the Under Secretary for Management due to the recent occurrence of wiki leaks. These revisions are based on a Presidential Executive Order (Executive Order 13526) from December 29, 2009.
2. The crosswalk below shows where the information discussed above was transferred.

Crosswalk for Material Moved Between 12 FAM and 5 FAM	
Old 12 FAM Subchapters	New 5 FAM Subchapters
510, Classification Management	Revised and merged with material from 12 FAM 520 into 5 FAM 480
520, Identification, Marking, and Handling	Revised and merged with material from 12 FAM 510 into 5 FAM 480

3. Future revisions will be shown in italic *dark magenta*. Italic *dark magenta* provides a historical record of changes and is used in subchapter issuances where less than 50 percent of the text has been revised.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

## Filing Instructions (Paper Copies)

1. Remove and discard old subchapter 5 FAM 480 (Unassigned) and replace it with revised subchapter 5 FAM 480 (24 pages).
2. After inserting the material in the binder, insert this change transmittal immediately following the CT Checklist, then fill in the entry line for CT:IM-117, and initial.

## Distribution Notice

1. The *Foreign Affairs Manual* and its supplemental handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

**(IRM/BMP/GRP/GP)**